



MEMORANDUM

Date: February 27, 2012

To: Chief Executive Officer
Chief Financial Officer

From: Vince Harris
Chief Financial Officer
Division of Financial Management

Subject: FY 2012 Disproportionate Share Hospital (DSH) Data Survey & Payment

BY FACSIMILE

This is notification that the 2012 ICTF/DSH survey and FYE 2010 hospital statistical & reimbursement reports (HS&R) are now available on the Department's website. The Department is asking that the DSH Payment Survey and all related physical and electronic documents be completed and received by Myers & Stauffer by March 23, 2012. Once your completed survey is received the Department will issue an additional interim payment to state-owned and non-state governmental owned hospitals equal to 35% of their remaining preliminary SFY2012 DSH allocation amount. It is important to note that this initial payment is an interim estimate only. When a final payment amount has been determined, an additional payment could then be issued for the difference between the final payment amount and the initial payment. In the event interim payments received should exceed the final payment amount, an immediate repayment would be due from the hospital for the excess amount.

The Department will be able to proceed with issuing an additional interim payment only after your completed survey is received and if an intergovernmental transfer (IGT) is provided by the hospital authority or other governmental entity with which the hospital is affiliated.

No interim payments will be provided to private hospitals at this time due to the unavailability of a state matching fund source. The Department requires state appropriations to match available federal DSH funds for private hospitals. A final amount will not be available until the General Assembly passes an amended FY 2012 Appropriations Act. Final DSH payments will likely occur in late April or May 2012.

SURVEY INSTRUCTIONS:

A copy of the survey can be obtained from the Department's web site at www.dch.georgia.gov by selecting links for "Providers," "Hospital" and "Indigent Care Trust Fund," and then "ICTF/DSH Survey." Please note this year's survey is broken down into two parts and both parts must be completed. Instructions about how to submit the completed form can be found on a tab in the survey file.

Last date to submit the survey is March 23, 2012.

Please note that a hospital **must** submit a completed ICTF/DSH Survey **in order to be eligible** to receive available DSH funds. The Department will recover any interim DSH payments that were made prior to the survey's due date if a complete survey is not submitted by the deadline.

To assist hospitals in accurately preparing the ICTF/DSH survey, the Department and its Reimbursement Consultant Myers and Stauffer will provide training programs. Detailed information about the training programs will be available shortly on the Department's web site at Indigent Care Trust Fund under Latest News.

HS&R reports can also be found at this website location. Hospitals have the option of requesting CMO HS&Rs from the CMOs directly or they may use self-reported CMO HS&R data. The FY 2012 survey contains historical information linked to your hospital's facility name such as ownership status and Medicare and Medicaid provider number. **Please verify this information is correct when completing the survey.** If this information is incorrect or has changed during the year, please make a note on the survey.

If you have any questions during the completion of the surveys, please contact Myers & Stauffer at (800)374-6858 and indicate that you have a Georgia DSH question. If you prefer e-mailing your questions, you can contact Myers and Stauffer by e-mail at gadsh@mslc.com.

PAYMENT TIMELINE:

For the interim payments available to state owned and non-state governmental owned hospitals, detailed information about the time schedule, payment amount and intergovernmental transfer are provided on the Department's web site at www.dch.georgia.gov by selecting options for "Provider," "Hospital," "Indigent Care Trust Fund," and "Payments." You are encouraged to review your facility's data elements to ensure that the Department has accurately recorded your facility's information. If you find an error, please let us know as soon as possible by contacting Annetta Smith at (404) 463-6669 and Jim Erickson of Myers & Stauffer at (800) 374-6858.

As indicated in the web site information, interim payments are scheduled to be made no earlier than March 16, 2012, after receipt of completed ICTF/DSH survey. Please note that the required intergovernmental transfer must be received by noon on March 9, 2012, for an interim payment to be considered. In order to assure that the timely receipt of intergovernmental transfers can be confirmed, a Notice of Intent to Transfer must be submitted by March 2, 2012, to document the expected method of transfer. IGT payments must be made via an acceptable form of Electronic Funds Transfer (EFT). DCH will not accept physical checks for IGT payments.

The interim DSH payment to governmental hospitals will be issued by EFT to the bank account previously used for DSH or Upper Payment Limit disbursements to your facility. Typically, there is a 2 or 3-day delay between when the funds are disbursed by EFT and when the funds are deposited into a provider's bank account. If there has been any change to your hospital's banking information, please provide the corrected information by March 2, 2012 to:

Ms. Linda Parson
Accounting Manager
(404) 651-9177
Fax to (770) 344-4208

If you have any questions about this notice, please contact Annetta Smith, Program Director for Supplemental Reimbursement, at (404) 463-6669.